

Tempe  
Development  
Services Manager  
Recruitment





## The Community

With a population of over 160,000, Tempe is the fifth largest city in Arizona, encompassing 39.8 square miles in the heart of the metropolitan area, bordered by Scottsdale, Phoenix, Mesa, and Chandler.

Guided by progressive community leadership and responsible city management, Tempe has grown into a dynamic and sophisticated city with solid financial reserves and a multifaceted economic base.

Arizona State University, with an enrollment of more than 43,000 undergraduate and graduate students representing all 50 states and more than 100 countries, occupies 700 acres in the heart of the downtown area, making Tempe a center of educational excellence. In addition to its extensive and high quality academic programs, ASU provides the community with a rich variety of cultural attractions. Residents of all ages enjoy the benefits of a superior educational system, with students achieving scores in excess of national averages in all academic areas.

The City Council adopted General Plan 2030, which is the City's long-term development plan for guiding community growth in the new century.

## Culture

Tempe residents enjoy an unsurpassed quality of life, including diverse recreational and leisure opportunities. Residents also enjoy various cultural and art activities at the Tempe Performing Arts Center, as well as events at the Grady Gammage Memorial Auditorium (designed by Frank Lloyd Wright), and the Nelson Fine Arts Center. In addition, the City of Tempe is currently planning the construction of a new modern cultural and art facility on the new Tempe Town Lake, part of the award winning Rio Salado project. The MAMA Festival of the Arts held each Spring and Fall draw nearly 250,000 people who browse the myriad of booths while enjoying a variety of foods and free live entertainment. Downtown Tempe's Mill Avenue and the Tempe Beach Park are host to a variety of other festivals and events each year including the annual Octoberfest, the summer Downtown Cooldown, New Year's Eve Block Party, and the Christmas Fantasy of Lights.

## Business

Tempe's prime location in the center of the thriving Phoenix metropolitan area contributes to its success in attracting and keeping dynamic companies within its borders. Tempe is surrounded by free-ways providing quick and easy access to Sky Harbor International Airport and to markets in California, Texas, the Rocky Mountain States and Mexico.

Tempe has the highest concentration of high technology firms in Arizona. In addition, Tempe has the densest industrial area in Arizona



and represents the highest concentration of businesses in the state.

Tempe is also home to more than 106 office complexes/developments. Three of Tempe's beautifully planned business parks, Arizona State University Research Park, Papago Park Center and Fountainhead Corporate Center, are homes to internationally recognized companies.

What was once the barren Salt River is now being transformed into one of Arizona's grandest destinations and is the largest public works project ever pursued by the City of Tempe. The Rio Salado Project converted several miles of dry riverbed into a meandering urban park and created a two-mile-long, 230-acre lake. Parks, bike paths and trails have been constructed around the lake, allowing for boating, fishing and land development with public access to the water's edge. The development will include shops, restaurants, hotels, condominiums, playing fields, golf courses, equestrian centers and conference facilities.

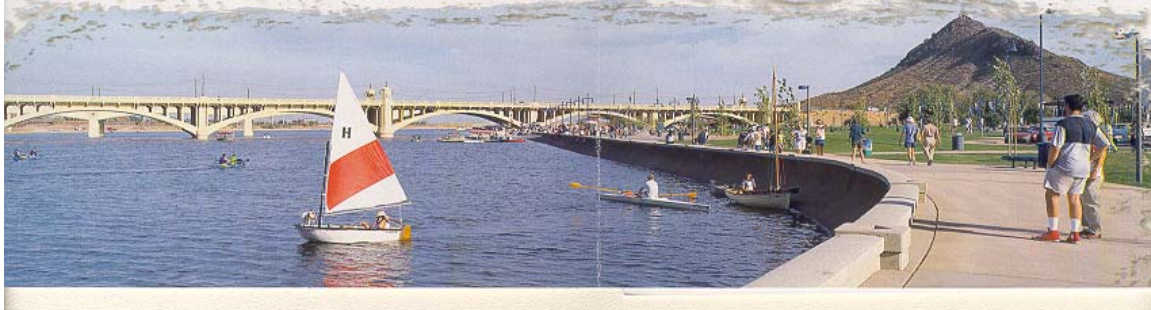
## Recreation

Tempe's community services programs and facilities are award winners. The city has more than 1,100 acres in 47 parks and other facilities, including two municipally owned 18-hole golf courses.

The Pyle Adult Recreation Center is part of the Community Center complex that contains the Tempe Public Library, Tempe Historical Museum, and the Edna Vihel Activities Building. Tempe Community Services offers a comprehensive, seasonal program of recreation and activities for Tempe citizens of all ages.

Tempe's Kiwanis Park is a 125-acre park with a small lake for sailing and fishing, a batting range, and an impressive 54,000-square-foot recreation center. The building houses a huge indoor-outdoor wave pool, a 120-foot-long double-spiral slide, a full-size gymnasium, and multi-purpose rooms.

During the spring, Tempe is the spring training home for the 2002 World Series Champion Anaheim Angels. Tempe and Arizona State University's Sun Devil Stadium played host to the 1996 Super Bowl and





is the current home to the ASU Sun Devils and the NFL's Arizona Cardinals, and is the current location of the annual Tostitos Fiesta Bowl.

## The Department

The Development Services Manager provides visionary and innovative leadership to approximately 100+ employees working in four divisions: Building Safety, Community Design and Development, Housing Services, and Planning. Some of the services provided by each division include:

### HOUSING SERVICES

Fair Housing  
Homeless Programs  
Housing Rehabilitation Assistance  
Modification Grants  
Section 8 Rental Assistance

### COMMUNITY DESIGN & DEVELOPMENT

General Plan  
Historic Preservation  
Neighborhood Planning  
Redevelopment  
Urban Design

### BUILDING SAFETY

Building Inspection  
Building Permits  
Plan Check Review

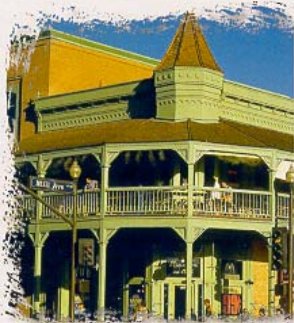
### PLANNING

Board of Adjustment  
Code Compliance  
Crime Prevention through  
Environmental Design (CPTED)  
Design Review  
Planning & Zoning

## The Position

The Development Services Manager administers and directs the Development Services Department and performs the following functions:

- Develops, plans, and implements Department goals and objectives that are consistent with the City's development plan; develops new systems to simplify and enhance the development process.
- Establishes policies, approaches, philosophies, mission and programs for housing, redevelopment and neighborhood improvement, community planning, plan review and inspections, and customer service.
- Resolves problems and issues arising from the development process; works with applicants, department staff and other City departments to effectively resolve conflicts or competing interests.
- Works proactively with developers, community organizations, neighborhood associations and agency officials on current or proposed development and redevelopment projects, including grant fund projects.
- Guides developers through the development process; coordinates site selection, negotiations, land assembly and project financing; oversee projects to ensure compliance with contract and all applicable City codes and ordinances, state and federal law; establishes control systems to ensure timely and effective project implementation.
- Makes presentations and responds to City Council inquiries regarding sensitive or high profile development proposals, projects and application of City Codes; manages the development and administration of the Department budget.
- Works in partnership with engineers, developers, architects, attorneys, property owners, consultants, citizens and a variety of agencies to





acquire information and coordinate the components of the development process.

- Reviews and approves plans, proposals, and cost estimates for planned development projects; reviews new and revised ordinance proposals related to the development process.
- Researches and evaluates development needs; recommends feasible projects.
- Represents the City, or delegates such authority, in interactions with the community, local, state and federal agencies, professional organizations, other city departments and the general public.

## The Ideal Candidate

In addition to excellent management skills and an in-depth knowledge of municipal development and planning operations, the successful candidate will possess a professional history that demonstrates the following necessary attributes and qualities:

- Provides strong, visionary and innovative management and leadership in support of the City of Tempe's commitment to valuing People . . . Integrity . . . Respect . . . Openness . . . Creativity . . . and Quality.
- Recognizes and values diversity; demonstrates honesty, fairness, ethics, decisiveness, accountability, enthusiasm, approachability, and objectivity.
- Commits to open employee communication and recognizes innovative ideas and concepts of employees; demonstrates an inclusive and participatory style of management, including motivating and promoting self-leadership of employees.
- Learns and applies new computer and other technologies to maximize efficient and effective delivery of services, including e-government and GIS systems; possesses a demonstrated history of creativity and innovation in problem solving.
- Displays the ability to energize the workforce and to nurture and build positive relationships between supervisors and employees, including strengthening the relationship between the department with other City departments.
- Demonstrates a commitment to citizen safety, including building and fire safety, and crime reduction programs (CPTED).
- Exhibits the ability to lead staff in searching out and identifying creative planning and redevelopment programs that are appropriate to the City of Tempe, including taking advantage of new opportunities as they are identified and become viable.
- Demonstrates a history of working with the community to develop consensus on planning and redevelopment projects, including working with boards and commissions such design review boards, planning and zoning commissions, boards of adjustment, redevelopment review commissions, developers, community organizations, neighborhood associations and agency officials.
- Demonstrates a working knowledge of housing, economic development, code enforcement, building safety, and other related programs and issues, including the Uniform Building Code. Certification from the American Institute of Certified Planners (AICP) is preferred.
- Possesses experience with large development and redevelopment planning and projects, including urban planning, and experience with infill and pedestrian oriented development; builds upon past development trends and present planning policies and decisions in order to forecast a new planning vision.

Along with the profile described above, candidates should possess seven years of complex administrative responsibility in urban development, municipal planning, code administration, and redevelopment/housing administration, including two years of key responsi-



bility managing and implementing a development/planning process and/or redevelopment/housing administration for a municipal organization. Also, requires the equivalent to a Bachelor's degree from an accredited college or university with major course work in urban planning and design, city planning, architecture, public administration, business administration, or a related field. A Master's degree is highly desirable.

## Salary & Benefits

The City provides an outstanding comprehensive benefits package. The annual salary range is \$97,661 - \$131,843. Additional benefits include 12-21 paid vacation days per year (depending upon length of service); 12 paid sick leave days per year; 11 paid holidays per year; health, dental, life, and vision care coverage plans; up to \$5000 per year tuition reimbursement; additional executive vacation leave; \$500 per month car allowance; and Arizona State Retirement System (ASRS) and deferred compensation plans.

## How To Apply

Applicants are required to submit a City of Tempe, DEVELOPMENT SERVICES MANAGER application. Complete applications are available from the Human Resources office or can be downloaded from the City of Tempe website at [www.tempe.gov](http://www.tempe.gov). You may also include a resume with your application. Application packets should be submitted to:

City of Tempe  
Human Resources Division  
20 East 6th Street  
Tempe, AZ 85281

**APPLICATIONS MUST BE RECEIVED BY 5:00PM, FRIDAY, MARCH 28, 2003 TO BE ELIGIBLE FOR CONSIDERATION.**

For further information on the City of Tempe or the Development Services Manager position, contact any of the following individuals:

Bruce Gardner	Bill Hernandez
Valerie Hernandez	Human Resources Manager
Jenny Notter	(480) 350-8244
Jon O'Connor	
Human Resources Analysts	
(480) 350-8276	